

CCPC Board of Governors Meeting Minutes
Wednesday, April 8, 2020
Council Chambers and Remotely
Call to order 6:00 pm

Roll Call

CCPC Board members present - Pamela Adams, Robert Brown, Michelle Burns, Timothy Collier, Caroline Moore, Ki-Afi Ra Moyo, Luwana Pettus-Oglesby, Donald Washington, Prencis Wilson

CCPC Board members absent — Ashley Colmenero, George Weatherby

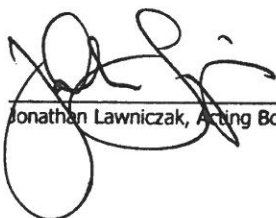
Other: Melba Moore, Commissioner CHD, Domonic Hopson, Zach Southwood, Assistant City Solicitor

Topic	Discussion/Action	Motion	Responsible Party
Call to Order/Moment of Silence	Meeting was called to order 6:00 p.m.		Robert Brown
Roll Call	9 members present, 2 absent		Jon Lawniczak
Minutes	Motion: That the City of Cincinnati Primary Care Board of Governors approve the minutes of the March 11, 2020 CCPC meeting.	Motion: Moore 2nd: Collier Action: 9 yes, 1 abstain	Jon Lawniczak
Board Members Prencis Wilson and George Weatherby	Prencis Wilson and George Weatherby <ul style="list-style-type: none"> As their terms have ended, Mr. Brown and the Board thanked them for their dedication and service. The Membership Committee has identified three people, likely vote on them at next meeting, once approved their terms will start. 		Robert Brown
Temporary Employee Leave	Furloughed 135 CHD employees including a few dozen from clinical – mostly dental – due to drop in revenue. Dental can only provide emergency services; bulk of services cannot be provided. Three centers are open for emergency services: Millvale, Bobbie Stern, Crest Smiles. Applying for Interact for Health grant to cover most of the salaries and operational expenses for the open sites.		Domonic Hopson
Financial Policies Review and Approval	Motion: That the City of Cincinnati Primary Care Board of Governors approve the CCPC FQHC Sliding Fee Discount Policy. Discussion: None Motion: That the City of Cincinnati Primary Care Board of Governors approve the FQHC Billing Policy. Discussion: Sliding fees will be applied before the bill goes out. Encounter is closed once the providers finishes the notes.	Motion: Adams 2nd: Burns Action: 6-1, 2 abstain Motion: Adams 2nd: Pettus-Oglesby Action: 8-0, 1 abstain	Domonic Hopson

	<p>Motion That the City of Cincinnati Primary Care Board of Governors approve the CCPC Non-Sufficient Funds Policy.</p> <p>Discussion: \$30 charge fee is what our bank charges us if the check is returned.</p> <p>Motion That the City of Cincinnati Primary Care Board of Governors approve the CCPC Patient Collections Policy.</p> <p>Discussion:</p> <ul style="list-style-type: none"> Accounts will not be sent to private collection. Patients will still receive care, will be asked to meet with one of our account representatives to educate them on the programs we have to assist them. Once appointment is made, if patient is identified as uninsured, we reach out to the patient to see if we can assist them. <p>Motion That the City of Cincinnati Primary Care Board of Governors approve the CCPC Payment Plan Policy.</p> <p>Discussion: Payment plan is initiated by the patient. If payment is missed, they will be asked if they would like to get back on their plan.</p> <p>Motion That the City of Cincinnati Primary Care Board of Governors approve the CCPC Patient Fees – Write-Offs – Adjustment Policy.</p> <p>Discussion: None</p> <p>Motion That the City of Cincinnati Primary Care Board of Governors approve the CCPC Waiver Reduction – Patient Fees Policy.</p> <p>Discussion: Need to ensure we execute this policy consistently, and that the examples in the policy are not all inclusive. Mr. Hopson will modify the policy based on the discuss and bring it back to the CCPC Board next month.</p>	<p>Motion: Pettus-Oglesby 2nd: Collier Action: 8-0, 1 abstain</p> <p>Motion: Adams 2nd: Pettus-Oglesby Action: 8-0, 1 abstain</p> <p>Motion: Adams 2nd: Pettus-Oglesby Action: 8-0, 1 abstain</p> <p>Motion: Pettus-Oglesby 2nd: Collier Action: 8-0, 1 abstain</p> <p>Approval was deferred until next meeting.</p>	
Patient Invoicing Implementation	<ul style="list-style-type: none"> Given the environment we are currently in, with patients losing their jobs, it would not be appropriate to begin billing patients. CCPC board agreed to delay implementation. Can reassess at next meeting. 		Domonic Hopson
Budget and Finance	<ul style="list-style-type: none"> COVID-19 impact on CHD. 9 out of 13 School-Based Health Centers are closed as schools are closed. Pharmacy visits are up, so we repurposed some of our SB nurses to assist in mailing prescriptions allowing us to process more fills in March than in February. 		Domonic Hopson

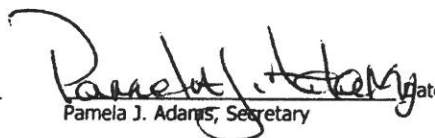
	<ul style="list-style-type: none"> • Change in Medicaid allows us to hold phone visits and charge as if it were a video telehealth visit. • 6 of 9 dental facilities are closed and we are only providing emergency care. • Furloughed employees were given option of using leave or taking unemployment. Will have better idea how much this saves next month. May have to have additional furloughs. • Received \$1.6 million from HRSA to help cover COVID-19 expenses. 		
Personnel Actions	<ul style="list-style-type: none"> • Because of furloughs, positions are placed on hold. When our position improves, we will bring these employees on board. 		
Old Business	<ul style="list-style-type: none"> • Commissioner Moore sending daily COVID-19 case reports to CCPC and BOH members. • Discussion on protected health information, COVID-19 testing, Personal Protective Equipment, quarantine, impacts on vulnerable communities. 		
New Business	<ul style="list-style-type: none"> • Board would like to see a report on emergency preparedness. • No questions from public. 		

Meeting adjourned 7:46 p.m.
Next meeting May 13, 2020



Jonathan Lawniczak, Acting Board Clerk

Date 5.14.20



Pamela J. Adams, Secretary